

S E C R E T

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OS Staff Notes

FROM:

Chief, Plans Branch/PPS/OS

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/PPS

17 Nov 88

B

2.

EO/OS

14/1/88 27 Nov 88 B

3.

Bobbie

4.

5.

6.

7.

8.

9.

10.

11.

12.

13. Regrade Confidential When Separated from Secret Attachment

15.

**PRIORITY**Form No. 160  
1 Dec 56

Use Previous Editions

(13)

FORM 1-79 **610** USE PREVIOUS EDITIONS

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3 November 1988

1. Week of OS Off-Sites

25X1 [ ] was pleased to say that much of his week's time  
was devoted to attending the SAC Conference and the IMD and  
25X1 [ ] Clerical Off-Sites that were informative and enjoyable events.

2. DCI Off-Site

25X1 [ ] announced that the DCI is sponsoring an Off-Site  
25X1 [ ] from 30 October-1 November for the Agency's Deputy  
Directors and Office Managers. This marks the first time, in  
25X1 [ ] recollection, that all of the Agency's senior  
managers have been assembled together and should make for an  
interesting Off-Site. Selected topics of discussion will  
include:

Third World Instability  
Technological Changes of the 1990s  
Next Generation of Agency Leaders  
Counterintelligence  
Counternarcotics  
Counterterrorism  
New Administration Transition  
Living with Oversight and Public Scrutiny  
25X1 Implications of Living with a Successful Gorbachev [ ]

3. Executive Order to Dismantle Moscow NOB

25X1 [ ] reported that President Reagan has signed the  
Executive Order to dismantle the Moscow NOB and replace it with  
a secure facility. This will be a very difficult, expensive  
process fraught with a complexity of international legal

25X1 [ ]

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entanglements. Preliminary estimates to rebuild the New Moscow Embassy are in the range of \$300 million with no assurance that the necessary resources will be made available by Congress. [REDACTED]

4. [REDACTED] Security Conference

D/S and DD/PTS will depart [REDACTED] on 6 November to attend the [REDACTED] Security Conference scheduled for the week of 7 November. [REDACTED]

5. Dedication of Donovan Statue

[REDACTED] announced that a statue in honor of General William Donovan was dedicated on 26 October in the lobby of the Headquarters Building Main Entrance. The statue is a fine example of sculpturing and is a welcome addition to the Headquarters' art work collection. [REDACTED]

6. Proposed OS Career Management System Changes

[REDACTED] was very pleased with the excellent turnout of OS employees who attended the 21 October presentation given by [REDACTED] on the proposed changes to the OS Career Management System. Plans are being made to make this presentation available to all OS employees [REDACTED]

7. Vulnerability of "Unclassified" Computer Systems

D/S reported that an area of growing security concern is the use of "unclassified" administrative and financial data bases. [REDACTED]

8. Announcement of Retirement

[REDACTED] announced that after many years of dedicated service to OS, [REDACTED] DCI/SEO, will be retiring on 30 December. [REDACTED]

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9. Annual SAC Conference

25X1 DD/PS took the opportunity to officially welcome the [ ]  
25X1 [ ] SACs and to note that a great deal had been  
accomplished during this annual SAC Conference. The SACs met  
25X1 with [ ] on 27 October to review the new PAR System  
and discuss the proposed changes to the OS Career Management  
System. C/IG also expressed his thanks to the SACs and all of  
the OS employees who assisted in making the SAC Conference a  
25X1 success. [ ]

10. Consolidated Fund Campaign

25X1 AO reported that the return of 83% of the Consolidated Fund  
Campaign (CFC) contribution cards has enabled OS to reach 73%  
of its established goal. There are still [ ] CFC cards to be  
25X1 returned and the AO requested the assistance of the remaining  
OS employees in making the 1988 CFC Campaign an unqualified  
success. [ ]

11. OS Logistics Staff Personnel Changes

25X1

[Redacted content]

12. Information Security Board (ISB) Off-Site

25X1 C/ISG will attend the 3-4 November ISB Off-Site during  
which she will present the OS Information Security Strategic  
25X1 Plan. [ ] remarked that for the first time in its  
history the Agency will have a unified information security  
strategy. [ ]

13. PTS Off-Site

25X1 AC/PASG announced that PTS group chiefs and selected PTS  
and OS staff members will attend an Off-Site on 31 October to  
address FY89 spending plans, position allocations, and hiring  
needs. [ ]

14. Exceptional Performance Awards

25X1 [ ] PTS/LOGS, has received an Exceptional  
Performance Award in the amount of \$1,000 for exemplary  
25X1 work performance for the period from November 1987-July  
1988. [ ]

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